

**PROCEDURES FOR APPOINTMENTS
BY THE
HENRY COUNTY BOARD OF SUPERVISORS**

It is the policy of the Board of Supervisors to solicit qualified residents of the County to serve as its representatives on the various boards and commissions that contribute to overall government functions in Henry County.

Section I contains a list of Boards and Commissions appointed primarily by district.

Section II contains a list of Boards and Commissions appointed from the entire County.

Section III contains a list of Boards and Commissions not appointed by the Board of Supervisors.

Section IV contains a description of the Boards and Commissions and responsibilities of appointees.

At least two months prior to expiration of the term of an appointed position, the staff will notify the Board of Supervisors of the upcoming expiration. The staff will provide the Board with a copy of *Nominee Information Forms* received, expressing interest in the particular board or commission. The Board may request the staff to contact the incumbent to ascertain if that person is interested in serving another term, if he or she is eligible based upon the by-laws or operating procedure of the applicable board or commission. The Board may also request the staff to advertise vacancies.

The Board will consider all the citizens who have volunteered their services for each vacancy as it occurs. These specific discussions will take place in Closed Meeting, as provided under Section 2.2-3711(A)1 of the Virginia Freedom of Information Act.

After the Board has made a selection, the staff will notify the appointee by mail of the Board action and the length of the term for the position to which he or she has been appointed. A copy of the notification letter will be sent to the applicable board or commission, which will contact the appointee directly concerning specific responsibilities, meeting dates, etc.

The staff will also notify by letter the person whose term has expired, if that person was not re-appointed, expressing the Board's appreciation for his/her services.

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SUMMARY OF APPOINTEES BY LENGTH OF TERM AND TERM EXPIRATION DATE

Appointed from District Within County

	<u># Members</u>	<u>Length of Term</u>	<u>Term Expires</u>
Blue Ridge Regional Library Board	6	4 years	June 30
Industrial Development Authority*	7	4 years	March 31
Parks and Recreation Board*	7	3 years	June 30
Planning Commission	6	4 years	March 31
Public Service Authority	6	4 years	January 5

* also has at-large member

Appointed from Entire County

	<u># Members</u>	<u>Length of Term</u>	<u>Term Expires</u>
Anchor Commission	6	4 years	December 31
Building Code Bd. of Appeals	5	4 years	January 31
Community Policy and Management Team	9	2 years	June 30
Dan River A.S.A.P. Board	2	3 years	March 31
Economic Development Corp.	1	2 years	June 30
Fieldale Sanitary District Bd.	10	None	
Fire Code Board of Appeals	5	4 years	January 31
Henry-Martinsville Social Services Board	6	4 years	May 31
Ninth District Development		2 years	December 31
Patrick Henry Community College Board	8	4 years	June 30
Patriot Centre Advisory Bd.	5	2 years	December 31
Piedmont Criminal Justice Training Academy	2	None	

Piedmont Regional Community Services Board	5	3 years	June 30
Roanoke River Basin Assn.	1	1 year	August 31
Southern Area Agency on Aging Board	2	3 years	June 1 & November 1
Southside Community Action Board	1	2 years	June 30
West Piedmont Planning District Commission (Elected)	2	4 years	December 31
West Piedmont Planning District Commission (Citizen)	1	4 years	April 30
West Piedmont Planning District Commission Technical Advisory Committee	1	3 years	December 31

SECTION I – Members Appointed from District within County

Blue Ridge Regional Library Board

Industrial Development Authority

Parks and Recreation Board

Planning Commission

Public Service Authority

BLUE RIDGE REGIONAL LIBRARY BOARD

Length of Term: 4 Years

(May serve two terms)

Meeting Date: 3rd Wednesday at 12:00 noon

Contact: Rick Ward – 403-5430

		<u>Term Expires</u>
Elizabeth "Betsy" Haskins 45 Jefferson Davis Court Martinsville, VA 24112 632-3119	Iriswood	June 30, 2019
Bernice Scales 19363 A.L. Philpott Hwy. Spencer, VA 24165	Horsepasture	June 30, 2019
Mary Stromire 294 Ridgewood Road Bassett, VA 24055 629-2675	Reed Creek	June 30, 2017
Kathy Hodges P. O. Box 1541 Bassett, VA 24055 732-4088	Blackberry	June 30, 2017
Margaret Caldwell 71 Wildwood Avenue Martinsville, VA 24112 632-7692	Collinsville	June 30, 2017
Carol Meyer 415 Devonshire Drive Ridgeway, VA 24148 956-5532 – home	Ridgeway	June 30, 2019

INDUSTRIAL DEVELOPMENT AUTHORITY

Length of Term: 4 years
(No limit on number of terms)

Meeting Date: As Called

Contact: Tim Hall – 634-4601

<u>Member</u>	<u>District</u>	<u>Term Expires</u>
Barry Helmstutler 11 Harvest Lane Bassett, VA 24055 629-7227 – home	Blackberry	March 31, 2019
Marshall Stowe 152 Burch Drive Martinsville, VA 24112 632-0104 - home	Iriswood	March 31, 2019
Dwight L. (Len) Dillon, Jr. 105 Firestone Drive Stanleytown, VA 24168 629-2546 - home	Reed Creek	March 31, 2020
Wade Nelson 261 Frank Wilson Avenue Fieldale, VA 24089 673-1691 – home	Horsepasture	March 31, 2017
Rodney Thacker 495 White House Rd. Ridgeway, VA 24148 956-2640 – home	Ridgeway	March 31, 2018
Wesley Caviness 644 Ferndale Drive Collinsville, VA 24078 647-7510 – home	Collinsville	March 31, 2018
Steve Isley 90 Scenic View Drive Martinsville, VA 24112 957-3878 – home	At-Large	March 31, 2020

PARKS AND RECREATION BOARD

Length of Term: 3 years

(No limit on number of terms)

Meeting Date: 1st Tuesday at 5:30 p.m.

Contact: Roger Adams – 634-4638

<u>Member</u>	<u>District</u>	<u>Term Expires</u>
Michael L. Smith 115 Farmingdale Drive Martinsville, VA 24112 956-3776 – home 632-2293 – work	Ridgeway	June 30, 2018
Sandra Adams 4201 Stones Dairy Road Bassett, VA 24055 629-7176	Blackberry	June 30, 2018
Shirley Horton 178 Forest Hill Drive Collinsville, VA 24078 647-7561 – home	Collinsville	June 30, 2019
Mervin L. Brown, Jr. 656 Laurel Park Avenue Martinsville, VA 24112 632-5914 – home	Iriswood	June 30, 2017
Scott Prillaman 46 Firestone Drive Stanleytown, VA 24168 629-9858	Reed Creek	June 30, 2017
Michael Minter 420 Tanglewood Drive Martinsville, VA 24112 340-2950	At-Large School Board	June 30, 2019
Mark Jamison Henry County Sheriff's Office 656-4200	Horsepasture	June 30, 2019

PLANNING COMMISSION

Length of Term: 4 years

(No limit on number of terms)

Meeting Date: 2nd Wednesday at 6:00 p.m.

Contact: Lee Clark – 634-4624

<u>Member</u>	<u>District</u>	<u>Term Expires</u>
Paul Setliff (Chairman) P. O. Box 98 Collinsville, VA 24078 647-5883 - work	Ridgeway	March 31, 2020
Fred Spencer 423 Fox Chase Drive Collinsville, VA 24078 647-1801	Collinsville	March 31, 2017
Glenwood Q. Vaughn 261 Varley Lane Martinsville, VA 24112 638-1085 - home	Iriswood	March 31, 2017
Hal Dee West 322 Mrs. Turner Road Bassett, VA 24055 629-1543 - home 666-7483 - work	Blackberry	March 31, 2017
Richard Reynolds 3020 Spencer Preston Road Martinsville, VA 24112 957-2252 – home 732-4238 – cell	Horsepasture	March 31, 2020
Herman Haley P. O. Box 122 Stanleytown, VA 24168 629-5440	Reed Creek	March 31, 2020

PUBLIC SERVICE AUTHORITY

Length of Term: 4 years
(No limit on number of terms)
Meeting Date: 3rd Monday at 6:00 p.m.
Contact: Tim Hall – 634-4601

<u>Member</u>	<u>District</u>	<u>Term Expires</u>
James G. McInerney 152 Beechnut Circle Ridgeway, VA 24148 956-4260 – home jmcinern@embarqmail.com	Ridgeway	January 5, 2018
E. Stuart Bowman 281 Eliza Reamy Ave. Collinsville, VA 24078 647-7162 – home stuart.bowman@comcast.net	Collinsville	January 5, 2019
Mike Harris 2191 Greenhill Drive Martinsville, VA 24112 632-8438 absolutemike@embarqmail.com	Reed Creek	January 5, 2020
David C. Stovall 2236 Stones Dairy Road Bassett, VA 24055 673-6114 bjdavis48@comcast.net	Blackberry	January 5, 2017
Katherine C. Rea (Kathy) P. O. Box 674 Spencer, VA 24165 957-3274 – home Kcrea79@yahoo.com	Horsepasture	January 5, 2020
F. Gerald Lawicki 100 Carlisle Road Axton, VA 24054 632-2789 felawicki@centurylink.net	Iriswood	January 5, 2019

SECTION II – Members Appointed from Entire County

Anchor Commission

Building Code Board of Appeals

Community Policy and Management Team

Dan River Alcohol Safety Action Program Board

Economic Development Corporation

Fieldale Sanitary District Board

Fire Code Board of Appeals

FOCUS on Youth

Henry-Martinsville Social Services Board

Patrick Henry Community College Board

Patriot Centre Advisory Board

Piedmont Criminal Justice Training Academy

Piedmont Regional Community Services Board

Southern Area Agency on Aging Board

Southside Community Action Board

West Piedmont Business Development Center

West Piedmont Disability Services Board

West Piedmont Planning District Commission

ANCHOR COMMISSION

Length of Term: 4 Years

(No limit on number of terms)

Meeting Date: 4th Wednesday at 12:00 noon

Contact: Ricky Walker – 634-2910

Member

Term Expires

Debbie Bliss
1810 Old Mill Road
Ridgeway, VA 24148
634-4751 – work

December 31, 2016

Pamela Randall
136 Reynolds Park Drive
Axton, VA 24054
403-5626

December 31, 2016

Linda Burnette Fain
870 Turner Ashby Road
Martinsville, VA 24112
666-9415

December 31, 2018

Bonnie Favero
1676 Plantation Drive
Collinsville, VA 24078
647-8049

December 31, 2016

Christy Spencer
151 Deer Haven Drive
Axton, VA 24054
650-2950

December 31, 2018

Erin Jenkins
134 Staffordshire Circle
Martinsville, VA 24112
638-1035

December 31, 2018

BUILDING CODE BOARD OF APPEALS

Length of Term: 4 Years
(No limit on number of terms)

Meeting Date: As Called

Contact: Cecil Stone – 634-4616

Term Expires

Charles Bradshaw
Triangle Electric Corporation
429 Bouldin Road
Ridgeway, VA 24148
957-2281 – work
957-2205 - home

January 31, 2017

Rodney Clark
Clark Construction
395 Hunt Woods Drive
Martinsville, VA 24112
632-7215

January 31, 2017

Bruce Adkins
Adkins Construction
806 Ferndale Drive
Collinsville, VA 24078
647-8479

January 31, 2017

Eddie Light
Light Electric Co. Inc.
440 Oliver Drive
Bassett, VA 24055
629-4293

January 31, 2017

Larry Wright
Larry Wright Architectural
400 Homestead Trail
Collinsville, VA 24078
647-5281

January 31, 2017

COMMUNITY POLICY AND MANAGEMENT TEAM

Length of Term – 2 Years

Meeting Date: 2nd Tuesday at 9:00 a.m.

Contact: April Evans – 634-2573

	<u>Agency Represented</u>	<u>Term Expires</u>
Debbie Bliss 1810 Old Mill Road Ridgeway, VA 24148 634-4751 – work	*Public Schools	None
Tanya Verlik P. O. Drawer 4946 Martinsville, VA 24115 656-4301	*Social Services Dept.	None
Kevin Meeks 3160 Kings Mountain Road Martinsville, VA 24112 634-4876	*J & D Court Services	None
Julia Adams P. O. Box 1032 Martinsville, VA 24114 638-2311	*Health Department	None
Bill Cook P. O. Drawer 631 Martinsville, VA 24112 634-4075	*Comm. Svcs. Bd.	None
Henry Daniels, Jr. 411 Ken Lane Ridgeway, VA 24148 732-4383	**Other Providers	June 30, 2017
Erin Jenkins 134 Staffordshire Circle Martinsville, VA 24112 638-1035	**Parents	June 30, 2017
Darrell Jones County of Henry P. O. Box 7 Collinsville, VA 24078 634-4632	**Local Gov't	June 30, 2017
Dale Wagoner County of Henry P. O. Box 7 Collinsville, VA 24078 634-4604	County Administration	None

DAN RIVER ALCOHOL SAFETY ACTION PROGRAM BOARD

Length of Term: 3 Years

(No limit on number of terms)

Meeting Date: Once/Quarter

Contact: Tammy Goad – 632-6303; fax – 632-6304

danrasap@centurylink.net

Term Expires

Rik Vaughn
3250 Kings Mountain Road
Martinsville, VA 24112
656-4200 – (Sheriff's office)

March 31, 2017

J. R. Powell
911 Communications Center
Henry County Administration Building
Collinsville, VA 24078
632-7677 - work

March 31, 2019

ECONOMIC DEVELOPMENT CORPORATION

Length of Term: 3 Years

Meeting Date:

Contact: Mark Heath – 403-5940

Term Expires

June 30, 2017

Butch Hamlet
405 Riverside Drive
Bassett, VA 24055
629-2121 – home
666-3000 – work
butch@southprintinc.com

FIELDAL SANITARY DISTRICT BOARD

Meeting Date: 2nd Monday at 4:00 p.m.
Contact: Betty Arnold – 673-6475 (H) or 666-8226 (W)

Joyce Z. Odell
P. O. Box 552
Fieldale, VA 24089
673-6328

Tommy Eggleston (Chairman)
P. O. Box 158
Fieldale, VA 24089
673-1151

Raeburn French (Co-Chair)
P. O. Box 703
Fieldale, VA 24089
673-6900

Jeff Joyce
111 Hill Street
Fieldale, VA 24089
656-5350 – work
673-6390 – home

R.B. Hundley
P. O. Box 600
Fieldale, VA 24089

Betty Arnold (Secretary/Treasurer)
46 Tenth Street
Fieldale, VA 24089
673-6475

Wade Nelson
261 Frank Wilson Avenue
Fieldale, VA 24089
673-6771 (Ext. 4233) – work
673-1691 – home

Open

Open

Open

FIRE CODE BOARD OF APPEALS

Length of Term: 4 Years

Meeting Date: As Called

Contact: Rodney Howell – 634-4663

Term Expires

Daryl Emberson
168 Bowles Road
Collinsville, VA 24078
403-9421 – work
647-7054 – home
732-5302 – cell

January 31, 2017

H. William Martin, Jr.
1390 Preston Road
Martinsville, VA 24112
957-1635 – home
358-1318 – cell

January 31, 2017

Ken Adkins
66 Red Hill Drive
Martinsville, VA 24112
340-9465

January 31, 2017

Nancy Bradshaw
564 Bouldin Road
Ridgeway, VA 24148
957-2281

January 31, 2017

Joel Barnes
2439 Wagon Trail Road
Ridgeway, VA 24148
957-3558

January 31, 2017

HENRY-MARTINSVILLE SOCIAL SERVICES BOARD

Length of Term: 4 years

(Terms are limited to two consecutive terms)

Meeting Date: 4th Monday at 3:00 p.m.

Contact: Tanya Verlik – 656-4301

<u>Member</u>	<u>Term Expires</u>
Willie Scales, Jr. 19363 A L Philpott Hwy Spencer, VA 24165 957-8819	May 31, 2018
Joan Blankenship 3461 Lee Ford Camp Road Ridgeway, VA 24148 632-5621 - work 957-3444 - home	May 31, 2018
Ronald W. Mateer 420 Fisher Drive Martinsville, VA 24112 956-1305	May 31, 2019
Lillian R. Geib 18 Maple Leaf Road Spencer, VA 24165 957-1143	May 31, 2019
Narda Dixon 530 Laurel Park Avenue Martinsville, VA 24112 638-8075	May 31, 2016
Bud Sedwick 151 Ferndale Court Collinsville, VA 24078 647-9573	May 31, 2020

LOCAL FINANCE BOARD FOR OPEB LIABILITY

Length of Term:

Meeting Date: As Called

Contact: Darrell Jones – 634-4632

<u>Member</u>	<u>Term Expires</u>
Jimmie Wright 71 Beechnut Circle Ridgeway, VA 24148 956-2095	Citizen Representative
Scott Grindstaff Treasurer County of Henry P. O. Box 218 Collinsville, VA 24078 634-4677 – work	Open
Darrell Jones Director of Finance County of Henry P. O. Box 7 Collinsville, VA 24078 634-4632 – work	Open
Dawn Lawson Director of Business Henry County Public Schools P. O. Box 8958 Collinsville, VA 24078 634-4710 – work	Open

NINTH DISTRICT DEVELOPMENT FINANCING, INC.

Length of Term: 2 Years

Meeting Date: As Called

Contact: Robert Goldsmith – (540) 619-2251

Term Expires

Barry Jarrett
53 Pinecrest Court
Collinsville, VA 24078
647-3884

December 31, 2016

PATRICK HENRY COMMUNITY COLLEGE BOARD

Length of Term: 4 years
(May serve two full terms)

Meeting Date: 3rd Monday, Every Other Month

Contact: Dr. Angeline Godwin – 638-8777

	<u>Term Expires</u>
Janet Copenhaver 236 Beaver Ridge Road Collinsville, VA 24078 634-4731 – work	June 30, 2018
Barry Helmstutler 11 Harvest Lane Bassett, VA 24055 629-7227 – home	June 30, 2018
Pamela Foley 495 Dalewood Drive Bassett, VA 24055 629-4838; 734-2097	June 30, 2019
Barry Jarrett 53 Pinecrest Court Collinsville, VA 24078 647-3884	June 30, 2020
Becky Lovell 65 Derbyshire Lane Martinsville, VA 24112 632-7128 – work 956-3098 – home	June 30, 2020
Elaine Ryder 1101 Old Liberty Drive Axton, VA 24054 638-8960 - home	June 30, 2018
David Martin 1735 Mt. Olivet Road Martinsville, VA 24112 638-3799 – home	June 30, 2020
Paul Geib, Jr. 18 Maple Leaf Road Spencer, VA 24165 957-1143 – home	June 30, 2018

PATRIOT CENTRE ADVISORY BOARD

Length of Term: 2 years

Meeting Date: As Called

Contact: Tim Hall – 634-4601

Term Expires

Hal Prillaman
P. O. Box 1024
Martinsville, VA 24114
638-7446 – home cell: 806-7401
638-3913 - work

December 31, 2017

Richard Hall
500 Plantation Road
Martinsville, VA 24112

December 31, 2017

Terry Cundiff
191 Farmingdale Drive
Martinsville, VA 24112

December 31, 2017

Nubby Coleman
P. O. Box 472
Martinsville, VA 24114
632-3463 - work

December 31, 2017

Gary Gibson
P. O. Box 505
Collinsville, VA 24078
666-4400 - work

December 31, 2017

PIEDMONT CRIMINAL JUSTICE TRAINING ACADEMY

(Terms are coincident with the office they hold)

Meeting Date: 3rd Thursday at 10:00 a.m.

Contact: Alexander Clary – 632-1149

Term Expires

Sheriff Lane Perry
P. O. Box 7
Collinsville, VA 24078

None

J.R. Powell, Director
Communications Center
P. O. Box 7
Collinsville, VA 24078

None

PIEDMONT REGIONAL COMMUNITY SERVICES BOARD

Length of Term: 3 Years

(May serve three full terms)

Meeting Date: 4th Monday at 7:00 p.m.

Contact: Jim Tobin – 632-7128

Term Expires

Steve Eanes
3250 Kings Mountain Road
Martinsville, VA 24112
656-4210 - work

June 30, 2017

Mary Horsley
809 Colonial Drive
Collinsville, VA 24078
647-7008

June 30, 2018

Carol Nelson
261 Frank Wilson Avenue
Fieldale, VA 24089
673-1691

June 30, 2018

Dr. Paulette Simington
361 Chatmoss Court Ext.
Martinsville, VA 24112
403-5856

June 30, 2019

Leon Richardson
165 Belva Lane, Apt. 11
Collinsville, VA 24078
252-4101

June 30, 2019

ROANOKE RIVER BASIN ASSOCIATION

Length of Term: 1 year
(No limit on number of terms)
Meeting Date: Once/Quarter
Contact: Andrew Lester – 434-250-1185

Michael Ward
1003 Corn Tassel Trail
Martinsville, VA 24112
632-2385

August 31, 2016

SOUTHERN AREA AGENCY ON AGING BOARD

Length of Term: 3 years

(May serve two full terms)

Meeting Date: Last Monday of Jan., Feb., Apr., Jun., Jul., Sep. & Nov. - 1:00 p.m.

Contact: Teresa Carter Fontaine – 632-6442

Term Expires

Mark Ivey, Jr.
85 Woodshire Road
Collinsville, VA 24078
647-7248

June 1, 2017

Rachel Crews
195 Douglas Road
Martinsville, VA 24112
666-0771

November 1, 2018

SOUTHERN VIRGINIA RECREATION FACILITIES AUTHORITY

Length of Term: 4 years
(Two four-year terms)
Meeting Date: As Called
Contact: Tim Hall – 634-4601

	<u>District</u>	<u>Term Expires</u>
Leon Towarnicki 55 W Church Street Martinsville, VA 24112 (W) 403-5180	Martinsville	Open
DeWitt House 188 Scotchtown Dr. Martinsville, VA 24112 632-3379	Henry County	October 31, 2018
Kathy Rogers 277 Autumn Dr. Collinsville, VA 24078 224-9400	Henry County	October 31, 2018
Mark Heath P. O. Box 631 Martinsville, VA 24114 (H) 226-6986	Henry County	October 31, 2016
Will Vaughn 1015 Sheraton Court Martinsville, VA 24112	Martinsville	October 31, 2018
William Kirby, IV 1315 Valley View Road Martinsville, VA 24112 336-254-1315	Henry County	October 31, 2016
Gavin Russell 1014 Sheraton Court Martinsville, VA 24112	Martinsville	October 31, 2016
James McGarry 720 Gratton Rd. Martinsville, VA 24112 (H) 632-0243 (W) 638-2367	Martinsville	October 31, 2016
Tim Hall P. O. Box 7 Collinsville, VA 24078 (W) 634-4601	Henry County	Open
Gene Clark 1021 Morningside Lane Martinsville, VA 24112	Martinsville	October 31, 2018

SOUTHSIDE COMMUNITY ACTION BOARD

Length of Term: 2 Years

(No limit on number of terms)

Meeting Date: 4th Tuesday, Every Other Month, at 6:00 p.m.

Contact: Everlena Ross – 434-432-8250

Term Expires

Rev. Thurman Echols
40 Hammond Drive
Axton, VA 24054
650-2337 - home
650-3907 - church

June 30, 2017

WEST PIEDMONT PLANNING DISTRICT COMMISSION

Length of Term: 4 years
(No limit on number of terms)
Meeting Date: 4th Thursday at 7:30 p.m.
Contact: David Hoback - 638-3987

Term Expires

Jim Adams	December 31, 2017
Tommy Slaughter	December 31, 2017
Wesley E. George, III 3380 Old Leaksville Road Ridgeway, VA 24148 956-2617	April 30, 2017

Technical Advisory Committee

Length of Term: 3 years
(No limit on number of terms)
Meeting Date: 3rd Friday at 11:45 a.m.
Contact: 638-3987

Term Expires

Tim Pace	December 31, 2017
Lee Clark, Alternate	December 31, 2017

SECTION III – Members not Appointed by BOS

Board of Zoning Appeals

Equalization Board

School Board

BOARD OF ZONING APPEALS
(Appointments made by Judge of Circuit Court)
Length of Term: 5 Years
(No limit on number of terms)
Meeting Date: 4th Wednesday at 1:00 p.m.
Contact: Lee Clark – 634-4624

Term Expires

Robert Clark
1165 Hunt Country Farms Road
Martinsville, VA 24112-6628
638-1038 – home

August 31, 2019

Paul Setliff
P. O. Box 98
Collinsville, VA 24078
647-5883 – work

August 31, 2016

Sandra Adams
4201 Stones Dairy Road
Bassett, VA 24055
647-5277 – work

August 31, 2017

Lynwood Rhudolph Turner
95 Crestmond Lane
Martinsville, VA 24114
957-1208 - home

August 31, 2020

Manker Dumont Stone (Chairman)
1090 Robinhood Road
Bassett, VA 24055
629-5449 - home
629-2312 – work

August 31, 2018

EQUALIZATION BOARD

(Appointments made by Judge of Circuit Court)

Length of Term: 1 year

Meeting Date: As Called

Contact: Linda Love – 634-4687

Term Expires

Hilda Cockram
167 Longview Drive
Bassett, VA 24055
629-1363

December 31, 2013

Larry Roach
79 Floyd Henley Road
Fieldale, VA 24089
629-5774

December 31, 2013

Gary Brown
390 Rockshire Drive
Martinsville, VA 24112
956-4201

December 31, 2013

SCHOOL BOARD

Length of Term: 4 Years

(No limit on number of terms)

Meeting Date: 1st Thursday at 9:00 a.m.

Contact: Superintendent – 634-4712

<u>Member</u>	<u>District</u>	<u>Term Expires</u>
Francis Zehr 10 Devonshire Drive Ridgeway, VA 24148 956-4335 – home	Ridgeway	December 31, 2019
Joseph DeVault 425 Carlisle Road Axton, VA 24054 666-3024 – home	At-Large	December 31, 2019
Betsy Mattox (Chairman) 37 Old Meadow Drive Stanleytown, VA 24168 629-5636 – home	Reed Creek	December 31, 2019
Tom Aucker 360 Primrose Drive Bassett, VA 24055	Blackberry	December 31, 2017
Curtis R. Millner, Sr. (Vice-Chairman) 299 Laurel Drive Martinsville, VA 24112 638-7503 – home 638-5236 – work	Iriswood	December 31, 2017
Terri C. Flanagan 85 Scenic View Drive Martinsville, VA 24112 957-1414 – home	Horsepasture	December 31, 2019
Dr. Merris Stambaugh 201 Fox Chase Drive Collinsville, VA 24078	Collinsville	December 31, 2017
Jared Cotton, Superintendent Henry County Public Schools P. O. Box 8958 Collinsville, VA 24078 634-4712		

SECTION IV – Description Organizations/Responsibilities

The following is a general description of the functions or responsibilities of persons who serve on the various Boards and Commissions, and a brief description of the capabilities, background, or qualifications desired in members on that Board or Commission. This information was provided by each of the organizations.

INDUSTRIAL DEVELOPMENT AUTHORITY

Duties/Responsibilities of Organization

To acquire, own, lease, and dispose of properties and to issue its Industrial Revenue Bonds to the end that it may be able to promote industry and develop trade by inducing manufacturing, industrial, governmental and commercial enterprises to locate in or remain in the Commonwealth of Virginia and to further the use of its agricultural products and natural resources, and all other purposes as are now or may hereafter be set forth in the Industrial Development and Revenue Bond Act.

Qualifications/Background/Capabilities of Appointees

- 1) Banking/Finance
- 2) Engineering
- 3) Human Resources
- 4) Education
- 5) Construction
- 6) Local Government
- 7) Industrial Management

PARKS AND RECREATION BOARD

Duties/Responsibilities of Organization

To provide for the leisure recreation opportunities and facilities for all residents of Henry County.

Duties/Responsibilities of Appointees

- 1) Advise on the maintenance, operation, and supervision of public parks and playgrounds, athletic fields, and recreation centers, and other recreation facilities owned or controlled by the Board of Supervisors.
- 2) Recommend an annual operating budget and budget for capital improvements to the Parks and Recreation Department and the Board of Supervisors.
- 3) Provide advice in preparation of a master plan for the acquisition and development of an adequate system of parks, facilities, and recreation programs for the residents of Henry County and annually update the same.
- 4) Provide advice on the needs and interests of County residents for recreation facilities and programs and recommend recreation programs to meet those needs.

Qualifications/Background/Capabilities of Appointees

- 1) At least high school graduate, preferably college
- 2) Experience in recreation (such as a youth coach or involved in neighborhood recreation activities)
- 3) Interest in the overall recreation program (not just sports), such as parks, greenways, etc.
- 4) Background in forestry
- 5) Background in education
- 6) Interest in youth

PLANNING COMMISSION

Duties/Responsibilities of Organization

- 1) Exercise general supervision of, and make regulations for, the administration of its affairs.
- 2) Prescribe rules pertaining to its investigations and hearings.
- 3) Supervise its fiscal affairs and responsibilities, under rules and regulations as prescribed by the Board of Supervisors.
- 4) Maintain a complete record of its proceedings and be responsible for the custody and preservation of its papers and documents.
- 5) Make recommendations and annual reports to the Board of Supervisors concerning the operation of the Commission and the status of planning within its jurisdiction.
- 6) Prepare, publish, and distribute reports, ordinances and other material relating to its activities.
- 7) Prepare and submit an annual budget.
- 8) Prepare and adopt a Comprehensive Plan.

Qualifications/Background/Capabilities of Appointees

- 1) Resident of the County and qualified by knowledge and experience to make decisions on questions of community growth and development.
- 2) At least one-half of the members must be owners of real property in the County.
- 3) Background in land development.
- 4) Background in education.
- 5) Attorney

PUBLIC SERVICE AUTHORITY

The Board of Directors serves as the policy and business practice governing body for a multi-million dollar public corporation. The Board employs two people, the General Manager and the General Counsel.

Duties/Responsibilities of Organization

- 1) Sets utility rates.
- 2) Adopts rules and regulations that define business policies.
- 3) Reviews and approves the annual business plan and operating budget.
- 4) Reviews and approves all capital projects.
- 5) Approves personnel policies and compensation programs.
- 6) Sets salary of the General Manager.
- 7) Approves general corporate policy over site.

Qualifications/Background/Capabilities of Appointees

- 1) Directors are required to read, understand and act based on complex scientific, financial and general business materials. A Bachelor's Degree in business, engineering, science or related field is helpful. In lieu of a college degree, extensive experience in business, construction or personnel management is beneficial.
- 2) Knowledge of water and sewer operations, construction, business practices, and management of multi-disciplinary organizations or labor relations is desirable. Experience with human resource management, construction, engineering, and finance or business enterprises are necessary. Previous service on corporate boards is highly useful.
- 3) Appointee must reside in Henry County.

ANCHOR COMMISSION

Duties/Responsibilities of Organization

- 1) Budgetary planning
- 2) Fiscal oversight
- 3) Budget presentation to governing bodies
- 4) Approve grant requests
- 5) Presentation to legislative study committees
- 6) Monitor program services
- 7) Monitor personnel policies and compliance
- 8) Monitor maintenance and upkeep of facilities
- 9) Foster positive relationship with business community
- 10) Network with boards and commissions specific to
 - a) public safety
 - b) human service needs
 - c) delinquency prevention
- 11) Fundraising

Qualifications/Background/Capabilities of Appointees

- 1) At least an Associate's Degree, with minimum of four years professional experience in an administrative capacity, or a four-year degree with a minimum of two years experience in an administrative capacity, or experience that is equal to the combination of education and experience.
- 2) Work/volunteer experience in one or more of the following areas:
 - a) marketing
 - b) business/banking
 - c) organizational development
 - d) personnel
 - e) legal (attorneys/paralegals)
 - f) medical profession
 - g) fundraising

BLUE RIDGE REGIONAL LIBRARY BOARD

Duties/Responsibilities of Organization

- 1) Knowledge of program and needs of library, library services, and resources available.
- 2) Attend Board and committee meetings, conferences of the Virginia Library Association, and other regional, state, and national meetings and workshops.
- 3) Plan goals and objectives, future growth and priorities of the library, policies, and community-awareness activities and programs.
- 4) Support library and library director.
- 5) Secure adequate and stable funding.

Qualifications/Background/Capabilities of Appointees

- 1) Interest in library and community
- 2) Time to devote to Board responsibilities
- 3) Awareness of the library's role in the community
- 4) Knowledge of the community and its diversity
- 5) Ability to think and plan creatively, to question objectively, and to carry out plans effectively
- 6) Skill in establishing policies
- 7) Sound judgment, a sense of fiscal responsibility, and political awareness
- 8) Business management/financial experience
- 9) Legal knowledge

BUILDING CODE BOARD OF APPEALS

Duties/Responsibilities of Organization

An owner of a building or structure, the owner's agent, or any other person involved in the design or construction of the building or structure may appeal a decision of the building official concerning the application of the Uniform Statewide Building Code (USBC), or his refusal to grant a modification to the provisions of the USBC covering the manner of construction or materials to be used in the erection, alteration or repair of that building or structure. The Building Code Board of Appeals conducts a public hearing on the appeal and has the power to reverse or modify the decision of the building official.

Qualifications/Background/Capabilities of Appointees

Members should be selected on the basis of their ability to render fair and competent decisions regarding application of the Uniform Statewide Building Code and shall, to the extent possible, represent different occupational or professional fields relating to the construction industry. At least one member should be an experienced builder and one member a licensed professional engineer or architect.

COMMUNITY POLICY AND MANAGEMENT TEAM

The Community Policy and Management Team to be appointed by the local governing body shall include, at a minimum, the local agency heads or their designees of the following community agencies:

- Community Services Board
- Juvenile Court Services Unit
- Department of Health
- Department of Social Services
- Local School Division

The team shall also include a representative of a private organization or association of providers for children or family services if such organizations or associations are located within the locality and a parent representative who is not an employee of any public or private program which serves children and families. The local governing body may appoint other members to the team including, but not limited to, a local government official, a local law enforcement official and representatives of other public agencies.

Duties/Responsibilities of Organization

The Community Policy and Management Team oversees the operation of the Comprehensive Services Act for at-risk youth and families. CPMT is charged with managing an interagency fund that supports out-of-home services, such as foster care, educational placements, juvenile court placements, etc. They also are charged with the development of services for youth and families that will combine the goals of top quality and cost containment.

Qualifications/Background/Capabilities of Appointees

Members should desire to serve children and families and to plan a cost-effective system of services.

DAN RIVER ALCOHOL SAFETY ACTION PROGRAM BOARD

Duties/Responsibilities of Organization

- 1) Develop and approve all program levels and operating policy in connection with the expenditure of funds
- 2) Oversee and be responsible for operation of ASAP, giving consideration to the needs of the participating jurisdictions
- 3) Appoint/re-appoint Executive Director of the Program and set his salary, powers, and responsibilities
- 4) Contract for furnishing of educational, analytic or alcohol/drug treatment, or other program services
- 5) Develop budget
- 6) Provide for annual State or independent audit

Qualifications/Background/Capabilities of Appointees

- 1) Representative of the judiciary
- 2) Bar
- 3) Law enforcement
- 4) Education
- 5) Other interested groups

FIRE CODE BOARD OF APPEALS

Duties/Responsibilities of Organization

An owner or occupant of a building, structure or property may appeal a decision of the County Fire Marshal concerning the application of the Statewide Fire Prevention Code to that building, structure, or property. The Fire Code Board of Appeals conducts a public hearing on the appeal and has the power to reverse or modify the decision of the enforcing agency.

Qualifications/Background/Capabilities of Appointees

Members should be selected on the basis of their ability to render fair and competent decisions regarding application of the Statewide Fire Prevention Code and shall, to the extent possible, represent different occupational or professional fields relating to building construction or fire prevention.

FOCUS ON YOUTH

Duties/Responsibilities of Organization

- 1) To promote and advocate services to youth of all ages in the Martinsville-Henry County communities
- 2) To be a central provider of information on youth programs and services
- 3) To be a forum for the mutual exchange of concerns, issues and policies on youth and community-wide issues and problems
- 4) To build efforts which can contribute positively to meeting youth needs
- 5) To be a facilitator of groups and organizations aiding in cooperative and preventive work to meet the youth needs
- 6) To be a platform for positive recognition of youth and services rendered to them by the larger community

Duties/Responsibilities of Board Appointees

- 1) To develop and approve policy
- 2) To hire the Director
- 3) To supervise and be the administrative unit for the Office on Youth
- 4) To receive and administer funds
- 5) To develop, monitor, and assist in the development and implementation of a Comprehensive Youth Plan
- 6) To assist in evaluation of youth services and programs and initiate or work with the development of new program models
- 7) To assist with policy development which will assist in meeting youth needs

Qualifications/Background/Capabilities of Appointees

- 1) A citizen not employed by government or service agencies and who is a non-elected government official
- 2) A representative from public and private agencies serving youth, including schools, businesses, and the community in general

HENRY-MARTINSVILLE SOCIAL SERVICES BOARD

Duties/Responsibilities of Organization

- 1) Makes policy decisions; establishing, reviewing and revising as needed
- 2) Has discretionary power over local funding
- 3) Prepares and submits budgets and reports to State and local officials
- 4) Reviews program and personnel performance
- 5) Appoints Department Director and assures that performance standards are met

Qualifications/Background/Capabilities of Appointees

- 1) Interest in and concern for the community as a whole
- 2) Civic experience
- 3) Ability to place department concerns above personal or factional interests
- 4) Ability to effectively serve as a liaison between the department and special groups a member may represent
- 5) Commitment, interest, willingness, and time to work
- 6) Receptivity to new ideas
- 7) Objectivity
- 8) Willingness to express ideas and defend convictions
- 9) Ability to work cooperatively with others
- 10) Respect for the integrity and ability of others
- 11) Personal integrity
- 12) Ability to accept community pressures and criticisms
- 13) Ability to grow in knowledge and character

PATRICK HENRY COMMUNITY COLLEGE BOARD

Duties/Responsibilities of Organization

- 1) Serve as channels of communication between the State Board for Community Colleges and the local governing body
- 2) Provide recommendations to the State Board on the development of the site plan and on the design and construction of facilities
- 3) Participate in the selection, evaluation and removal of the president of the community college
- 4) Participate in the development and evaluation of a program of community college education of high quality
- 5) Solicit community participation in program planning and development, establish local citizens' advisory committees for specialized programs and curricula, and approve the appointment of all members of these committees
- 6) Review all new curricula proposals and recommend those proposals that it supports to the State Board; also review proposals for the discontinuation of programs
- 7) Oversee the development and evaluation of the community service program and authorize the President to grant an "award of completion" to a person successfully completing an approved non-credit program
- 8) Keep informed of fiscal status of the college; receive summaries of the biennial financial plan and the annual spending plans
- 9) Review and approve detailed local funds budget; submit proposed budget to the State Board for review; submit financial statement showing detailed expenditures of funds at the end of the fiscal year
- 10) Review and approve local regulations on student conduct developed by the college president
- 11) Review and approve budget for expenditure of revenues from vending commissions and auxiliary enterprises
- 12) Review audit reports and president's response to audit reports
- 13) Shall be informed of personnel matters by the college president

PATRIOT CENTRE ADVISORY BOARD

Duties/Responsibilities of Organization

The Patriot Centre Advisory Board oversees development and planning of Patriot Centre at Beaver Creek.

Qualifications/Background/Capabilities of Appointees

- 1) Knowledge of planning and land development issues
- 2) Basic knowledge of engineering and site planning
- 3) Experience in helping industry and business select site locations

PIEDMONT CRIMINAL JUSTICE TRAINING ACADEMY

Duties/Responsibilities of Organizations

- 1) Oversee and be responsible for the overall Academy operations, both in its administrative and educational functions
- 2) Approve the annual training schedule and school curriculum, in cooperation with, and subject to review by the Department of Criminal Justice Services
- 3) Determine policy and set fees for the admission of trainees from non-participating jurisdictions to the training programs
- 4) Determine policy regarding the use of facilities or equipment by agencies or persons for any purpose other than an approved Academy training program
- 5) Determine the number and position of staff members
- 6) Appoint a Director and set the compensation, powers, and responsibilities of the Director and staff
- 7) Approve an annual operating budget
- 8) Review proposals regarding goals and objectives for a three-year period

Qualifications/Background/Capabilities of Appointees

At least one member of the Academy must be the chief law enforcement officer of the locality.

PIEDMONT REGIONAL COMMUNITY SERVICES BOARD

Duties/Responsibilities of Organization

The Piedmont Regional Community Services Board is the agent of Henry County, Franklin County, Patrick County, and the City of Martinsville for the development and implementation of mental health, mental retardation, and substance abuse services.

Duties/Responsibilities of Board Appointees

- 1) Approves and oversees an annual operating budget of approximately \$5.5 million and serves 5,000 people
- 2) Reviews system design issues
- 3) Formulates policy

Qualifications/Background/Capabilities of Appointees

A desire to provide quality, cost-effective services for mentally disabled people.

SOUTHERN AREA AGENCY ON AGING BOARD

Duties/Responsibilities of Organization

- 1) Develop an area plan for aging services
- 2) Identify the needs of the elderly in the community
- 3) Establish long-range goals for meeting the needs of the elderly
- 4) Formulate short-range objectives for programs to be conducted in the community
- 5) Approve overall plans for carrying out the objectives
- 6) Assure compliance with the conditions of financial assistance (e.g., contract with Virginia's Department for the Aging)
- 7) Assure adherence to legal constraints and sound financial management procedures
- 8) Adopt a written personnel policy, including a plan for affirmative action in providing equal employment opportunity
- 9) Appoint the Executive Director

Qualifications/Background/Capabilities of Appointees

- 1) Anyone interested in meeting the needs of older citizens and the coordination and delivery of services to seniors
- 2) Willingness to share talents in the responsibility of providing services

SOUTHSIDE COMMUNITY ACTION BOARD

Duties/Responsibilities of Organization

- 1) Enter into legally binding agreements for the purpose of running programs or providing services
- 2) Appoint the Executive Director
- 3) Approve grants, contracts, annual program budget requests, and operational policies
- 4) Convene public meetings to provide low-income and other persons the opportunity to comment upon public policies and programs to reduce poverty
- 5) Determine major personnel, organization, fiscal, and program policies within the guidelines set by SDSS and to develop local policy as required
- 6) Annually evaluate policies and programs and submit recommendations for improvement
- 7) Enforce compliance with conditions of CSBG grants

Qualifications/Background/Capabilities of Appointees

- 1) Elected public officials or their representative
- 2) Representative of the poor in the area served
- 3) Members of labor, industry, education, business, religious, social services, or other major group in the community

WEST PIEDMONT PLANNING DISTRICT COMMISSION

Duties/Responsibilities of Organization

The WPPDC promotes the orderly and efficient development of the physical, social, and economic elements of the Planning District by planning, encouraging and assisting governmental subdivisions to and for the future, with emphasis on projects of greater than local interest. The WPPDC provides individual and regional planning assistance to its member localities. Through the WPPDC, neighboring local governments meet to discuss matters of mutual interest, pool their resources, and coordinate activities to maximize benefits and opportunities.

Duties/Responsibilities of Board Appointees

To carry out the responsibility as outlined above. To do this, the Board annually adopts a Work Program/Strategy Statement outlining specific projects to accomplish its mission or responsibility.

Qualifications/Background/Capabilities of Appointees

A qualified voter and resident who holds no office elected by the people.